



**Board of Trustees
Agenda
Regular Meeting
Tuesday, February 18, 2020
7:00PM**

Call to Order

Consent Agenda

- Approval of Treasurer's Report
- Approval of Minutes from 1-28-2020 Board Meeting

Public Comment

Residents will be allowed to address the board for up to five minutes each. During this time, the Board and Administration will not respond nor will there be any debate or discussion of any kind.

Old Business

New Business

- Approval of Ordinance # 2020-01-28-1, Public Water Supply Loan Program Authorizing Loan Agreement
- Approval of a General Service Contract with Chastain and Associates

Adjournment



Meeting Minutes
For the January 28th, 2020
Regular Meeting of the Village Board

The meeting was called to order at 7:00 p.m. by Mayor Aaron Keathley.

Roll Call

Trustee Ballard	Absent	Trustee Ward	Present
Trustee Bruns	Present	Trustee Welch	Present
Trustee Hiser	Present	Trustee Guntle	Present
Mayor Keathley	Present	Attorney Weatherford	Absent
Clerk Kirby	Present	Treasurer Koszesza	Present

Mayor Keathley declared a quorum present.

Consent Agenda:

A **motion** was made by Trustee Ballard, **seconded** by Trustee Ward to accept the Consent Agenda.

Bills: \$ 106,683.19

Income: \$ 53,151.77

Minutes from the December 21, 2019

A general discussion was held.

A roll call vote was taken.

Trustee Ballard	Absent	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Yes	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

Administrative Reports:

Mayor - None

Clerk – None

Treasurer – None

Attorney – None

Engineer- None

Police – None

Public Comment: None

Old Business:

New Business:

The first item on the Agenda is Update from Engineer and Approval of Ordinance # 2020-01-28-1, Public Water Supply Loan Program Authorizing Loan Agreement.

No Action was taken at this time

Mayor Keathley declared **Motion Carried**

The second item on the Agenda is the Approval of New Copier Lease with Watts Copy System. Monthly cost is \$79.44 for Lease.

A motion was made by Trustee Bruns seconded by Trustee Ward to Approve the New Copier Lease with Watts Copy System.

A general discussion was held. A roll call vote was taken.

Trustee Ballard	Absent	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Yes	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

The third item on the Agenda is to discuss a Study Session for the 2020 projects (No final Action will be taken.)

*Repair Some Side Walks MFT

*South View

*West Plains Drainage

*Standing Water Parks Sewer coming out to look at it.

*Police Officer

*Possible Replace or hire another part time officer.

*Meeting Format

*Board agreed to keep meeting format. This includes keeping time of meeting at 6 p.m.

*Ordinance Change

*Officer Wheeler

*Officer Wheeler went over Monthly Report.

Adjournment

A **motion** was made by Trustee Welch to adjourn, **Seconded** by Ward.

A voice vote was taken. Yes-5, No-0. Mayor Keathley declared the **motion** carried and the meeting adjourn.

Dated this day of January 28th, 2020

Anne Kirby, Village Clerk

Approved:

Aaron Keathley, Mayor

	<u>Feb 12, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
01-1110 · Checking Acct	14,955.15
01-1150 · General	91,748.86
11-1150 · Audit MMDA	19,804.64
12-1150 · Insurance MMDA	7,450.26
13-1150 · IMRF MMDA	16,201.79
14-1150 · Social Security MMDA	7,570.67
15-1120 · MFT MMDA	87,329.51
16-1140 · Clearinghouse	1,000.00
50-1100 · Water/Sewer	
51-1130 · Surplus MM	15,855.44
51-1150 · Water	-64,466.38
52-1150 · Sewer	92,840.52
50-1100 · Water/Sewer - Other	363.14
Total 50-1100 · Water/Sewer	<u>44,592.72</u>
51-1125 · Bond Int & Repayment	28,832.49
Total Checking/Savings	<u>319,486.09</u>
Other Current Assets	
Certificates of Deposit	
01-1153 · CD-General-8575	15,000.00
15-1151 · CD-MFT-7137	10,000.00
51-1152 · CD-Bond Reserve-10618	9,500.00
51-1153 · CD-Depreciation & Cont	8,000.00
51-1158 · CD-Surplus	9,000.00
Total Certificates of Deposit	<u>51,500.00</u>
Total Other Current Assets	<u>51,500.00</u>
Total Current Assets	<u>370,986.09</u>

	<u>Feb 12, 20</u>
Fixed Assets	
Fixed Assets	
01-1610 · Land.	136,697.17
01-1700 · Infrastructure	268,170.24
01-1709 · Accum Depr-Infrastructure	-165,186.75
01-1720 · Buildings	11,165.04
01-1729 · Accum Depr-Buildings	-11,165.04
01-1740 · Machinery & Equipment	308,875.30
01-1749 · Accum Depr-Machinery & Eq...	-250,561.05
51-1505 · Land	18,420.00
51-1530 · Equipment	61,753.75
51-1535 · Accum Depr-Equipment	-61,304.82
51-1541 · Treatment Plant & Pump Stat...	1,571,463.45
51-1546 · Accum Depr.-Treat. Plnt & P...	-900,664.84
52-1620 · Sewer System	4,134,103.00
52-1629 · Accum Depr-Sewer System	-578,774.42
Total Fixed Assets	<u>4,542,991.03</u>
Total Fixed Assets	4,542,991.03
Other Assets	
01-2012 · General - Due to/from INS Fund	-453.18
12-2000 · INS - Due to/from Gen Fund	453.18
01-2015 · General - Due to/from Water	32,047.13
51-2006 · Water - Due to/from General	-32,047.13
Total Other Assets	<u>0.00</u>
TOTAL ASSETS	<u><u>4,913,977.12</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable-General	<u>9,820.41</u>
Total Accounts Payable	9,820.41
Other Current Liabilities	
2090 · Unapplied Cash	-1,336.76

	<u>Feb 12, 20</u>
2100 · Payroll Liabilities	
2110 · Fed/SS/Med Payable	-50.00
2131 · IL Unemployment	63.72
2151 · IMRF Withholding	18.00
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Total 2100 · Payroll Liabilities	31.72
2200 · Direct Deposit Liabilities	-1,906.15
2570 · Customer Deposit Liab	8,233.36
2600 · Water Bond Payable 2012	320,000.00
2610 · SDD Contract	3,184,633.17
2700 · Loan Payable - Ford Credit	27,025.25
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Total Other Current Liabilities	3,536,680.59
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Total Current Liabilities	3,546,501.00
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Total Liabilities	3,546,501.00
Equity	
00-3000 · Equity	81,119.11
01-3000 · Fund Balance-General	421,015.53
11-3000 · Fund Balance-Audit	14,034.96
12-3000 · Fund balance INS	3,156.19
13-3000 · Fund balance - IMRF	10,192.86
14-3000 · Fund balance - S.S.	5,537.60
15-3000 · Fund balance - MFT	61,276.64
51-3900 · Retained Earnings Unres-Water	-28,518.32
51-3950 · Retained Earnings Res-Water	317,755.73
52-3900 · Retained Earnings - Sewer	430,850.41
Net Income	51,055.41
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Total Equity	1,367,476.12
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TOTAL LIABILITIES & EQUITY	4,913,977.12
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Village of Oreana
Payroll Summary
January 2020

Employee Wages, Taxes and Adjustments	Ballard, Julia F	Bruns, Jason	Coloni, Larry J	Damery, Konnor R	Fogerson, Ronald D
Gross Pay	90.00	90.00	0.00	0.00	0.00
Salary - Elected	0.00	0.00	0.00	0.00	237.19
Salary - Employee - ADM	0.00	0.00	0.00	0.00	0.00
Overtime (x1.5) hourly-Street	0.00	0.00	0.00	0.00	0.00
Park - Hourly	0.00	0.00	0.00	0.00	0.00
Police - Hourly	0.00	0.00	0.00	0.00	0.00
Street - Hourly	0.00	0.00	0.00	104.00	0.00
Water - Hourly	0.00	0.00	1,428.00	0.00	0.00
Total Gross Pay	90.00	90.00	1,428.00	104.00	237.19
Deductions from Gross Pay	0.00	0.00	0.00	0.00	0.00
IMRF-VAC	0.00	0.00	0.00	0.00	0.00
IMRF Emp.	0.00	0.00	0.00	0.00	0.00
Total Deductions from Gross Pay	0.00	0.00	0.00	0.00	0.00
Adjusted Gross Pay	90.00	90.00	1,428.00	104.00	237.19
Taxes Withheld	0.00	0.00	-150.00	0.00	0.00
Federal Withholding	-1.31	-1.31	-20.71	-1.51	-3.44
Medicare Employee	-5.58	-5.58	-88.54	-6.45	-14.71
Social Security Employee	0.00	-4.46	-30.84	-5.15	0.00
IL - Withholding	0.00	0.00	0.00	0.00	0.00
Medicare Employee Addl Tax	-6.89	-11.35	-290.09	-13.11	-18.15
Total Taxes Withheld	83.11	78.65	1,137.91	90.89	219.04
Net Pay	1.31	1.31	20.71	1.51	3.44
Employer Taxes and Contributions	5.58	5.58	88.54	6.45	14.71
Medicare Company	0.00	0.00	8.93	0.49	1.48
Social Security Company	0.00	0.00	0.00	0.00	0.00
IL - Unemployment	0.00	0.00	0.00	0.00	0.00
IMRF Co. Match	6.89	6.89	118.18	8.45	19.63
Total Employer Taxes and Contributions	6.89	6.89	118.18	8.45	19.63

Village of Oreana
Payroll Summary
January 2020

Employee Wages, Taxes and Adjustments	Guntle, Dustin	Hiser, Loren G	Keathley, Aaron	Kirby, Anne	Koszesza, Sherry L
Gross Pay	90.00	90.00	600.00	0.00	0.00
Salary - Elected	0.00	0.00	0.00	258.75	978.08
Salary - Employee - ADM	0.00	0.00	0.00	0.00	0.00
Overtime (x1.5) hourly-Street	0.00	0.00	0.00	0.00	0.00
Park - Hourly	0.00	0.00	0.00	0.00	0.00
Police - Hourly	0.00	0.00	0.00	0.00	0.00
Street - Hourly	0.00	0.00	0.00	0.00	0.00
Water - Hourly	0.00	0.00	0.00	310.50	0.00
Total Gross Pay	90.00	90.00	600.00	569.25	978.08
Deductions from Gross Pay	0.00	0.00	0.00	0.00	0.00
IMRF-VAC	0.00	0.00	0.00	0.00	0.00
IMRF Emp.	0.00	0.00	0.00	0.00	0.00
Total Deductions from Gross Pay	0.00	0.00	0.00	0.00	0.00
Adjusted Gross Pay	90.00	90.00	600.00	569.25	978.08
Taxes Withheld	0.00	0.00	0.00	0.00	-66.00
Federal Withholding	-1.31	-1.31	-8.70	-8.25	-14.18
Medicare Employee	-5.58	-5.58	-37.20	-36.29	-60.64
Social Security Employee	-4.46	-4.46	-20.11	-28.18	-48.42
IL - Withholding	0.00	0.00	0.00	0.00	0.00
Medicare Employee Addl Tax	-11.35	-11.35	-66.01	-71.72	-189.24
Total Taxes Withheld	78.65	78.65	533.99	497.53	788.84
Net Pay	1.35	11.35	66.01	71.72	189.24
Employer Taxes and Contributions	1.31	1.31	8.70	8.25	14.18
Medicare Company	5.58	5.58	37.20	35.29	60.64
Social Security Company	0.00	0.00	0.00	3.56	6.11
IL - Unemployment	0.00	0.00	0.00	0.00	0.00
IMRF Co. Match	0.00	0.00	0.00	0.00	0.00
Total Employer Taxes and Contributions	6.89	6.89	45.90	47.10	80.93

Village of Oreana
Payroll Summary
January 2020

	Ward, Angela	Welch, Matthew	Weiker, Austin G	Wheeler, Gregory G	TOTAL
Employee Wages, Taxes and Adjustments					
Gross Pay	90.00	90.00	0.00	0.00	1,140.00
Salary - Elected	0.00	0.00	0.00	0.00	1,474.02
Salary - Employee - ADM	0.00	0.00	93.15	0.00	93.15
Overtime (x1.5) hourly-Street	0.00	0.00	1,788.48	0.00	1,788.48
Park - Hourly	0.00	0.00	496.80	1,842.48	2,339.28
Police - Hourly	0.00	0.00	1,788.48	0.00	1,892.48
Street - Hourly	0.00	0.00	894.24	0.00	2,632.74
Water - Hourly	0.00	0.00	5,061.15	1,842.48	11,360.15
Total Gross Pay	90.00	90.00	5,061.15	1,842.48	11,360.15
Deductions from Gross Pay					
IMRF-VAC	0.00	0.00	-253.06	0.00	-253.06
IMRF Emp.	0.00	0.00	-227.75	0.00	-227.75
Total Deductions from Gross Pay	0.00	0.00	-480.81	0.00	-480.81
Adjusted Gross Pay	90.00	90.00	4,580.34	1,842.48	10,879.34
Taxes Withheld					
Federal Withholding	0.00	0.00	-505.00	-48.00	-769.00
Medicare Employee	-1.31	-1.31	-73.39	-26.72	-164.76
Social Security Employee	-5.58	-5.58	-313.79	-114.23	-704.33
IL - Withholding	-4.46	0.00	-239.25	-91.20	-480.99
Medicare Employee Addl Tax	0.00	0.00	0.00	0.00	0.00
Total Taxes Withheld	-11.35	-6.89	-1,131.43	-280.15	-2,119.08
Net Pay	78.65	83.11	3,448.91	1,562.33	8,760.26
Employer Taxes and Contributions					
Medicare Company	1.31	1.31	73.39	26.72	164.76
Social Security Company	5.58	5.58	313.79	114.23	704.33
IL - Unemployment	0.00	0.00	31.63	11.52	63.72
IMRF Co. Match	0.00	0.00	368.95	0.00	368.95
Total Employer Taxes and Contributions	6.89	6.89	787.76	152.47	1,301.76

Village of Oreana
Profit & Loss by Class
 January 2020

4:48 PM
 02/12/20
 Accrual Basis

	Admin (01 - General)	Park (01 - General)	Police (01 - General)	Street (01 - General)	Total 01 - General	11 - Audit	12 - INS	13 - IMRF
Ordinary Income/Expense								
Income								
3110 · Property Tax Levies	4,906.54	0.00	882.71	0.00	5,789.25	1,831.86	3,579.38	1,002.76
3400 · Video Gaming Tax	1,096.87	0.00	0.00	0.00	1,096.87	0.00	0.00	0.00
3410 · State Income Tax	8,007.44	0.00	0.00	0.00	8,007.44	0.00	0.00	0.00
3420 · Personal Property Replace. Tax	67.33	0.00	0.00	0.00	67.33	0.00	0.00	0.00
3430 · Motor Fuel Tax Allotments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3440 · Telecommunication Tax	192.99	0.00	0.00	0.00	192.99	0.00	0.00	0.00
3450 · Sales/Use Tax	4,993.36	0.00	0.00	0.00	4,993.36	0.00	0.00	0.00
3600 · Interest Income	47.73	0.00	0.00	0.00	47.73	4.12	1.45	3.46
3610 · Water/Sewer Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3620 · Penalty Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3700 · Miscellaneous Income	0.00	220.83	0.00	114.23	335.06	0.00	0.00	0.00
Total Income	19,312.26	220.83	882.71	114.23	20,530.03	1,835.98	3,580.83	1,006.22
Gross Profit	19,312.26	220.83	882.71	114.23	20,530.03	1,835.98	3,580.83	1,006.22
Expense								
4200 · Employees Salaries	1,236.83	1,788.48	2,576.47	1,985.63	7,587.41	0.00	0.00	0.00
4300 · Elected Salaries	1,140.00	0.00	0.00	0.00	1,140.00	0.00	0.00	0.00
4510 · IMRF - Employers Portion	0.00	43.46	12.07	43.46	98.99	0.00	0.00	248.23
4520 · SS - Employers Portion	0.00	45.60	59.66	53.57	158.83	0.00	0.00	0.00
4530 · Unemployment Insurance	0.00	3.73	3.96	4.21	11.90	0.00	47.03	0.00
5320 · Accounting Services	29.75	0.00	0.00	0.00	29.75	0.00	0.00	0.00
5325 · Engineering	0.00	301.78	0.00	0.00	301.78	0.00	0.00	0.00
5330 · Attorney/Legal Fees	645.00	0.00	0.00	0.00	645.00	0.00	0.00	0.00
5490 · Other Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5510 · Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5520 · Telephone/Cell Phone	845.11	0.00	0.00	0.00	845.11	0.00	0.00	0.00
5560 · Dispatching	0.00	0.00	98.33	0.00	98.33	0.00	0.00	0.00
5610 · Membership Dues & Subscriptions	560.41	0.00	0.00	0.00	560.41	0.00	0.00	0.00
5710 · Utilities	582.28	0.00	0.00	857.68	1,439.96	0.00	0.00	0.00
5780 · Sewer Discharge Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5930 · Rentals	192.49	0.00	0.00	0.00	192.49	0.00	0.00	0.00
6110 · Maintenance Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6120 · Maint Service - Building	0.00	0.00	0.00	117.39	117.39	0.00	0.00	0.00
6122 · Maint Supplies - Equipment	0.00	0.00	0.00	557.14	557.14	0.00	0.00	0.00
6130 · Maint Service - Equipment	0.00	0.00	0.00	25.00	25.00	0.00	0.00	0.00
6510 · Office Supplies	0.00	0.00	32.61	127.85	160.46	0.00	0.00	0.00
6520 · Operating Supplies	0.00	0.00	1,027.40	0.00	1,027.40	0.00	0.00	0.00
6560 · Automotive Fuel/Oil	0.00	0.00	206.42	570.89	777.31	0.00	0.00	0.00
Total Expense	5,231.87	2,183.05	4,016.92	4,342.82	15,774.66	0.00	47.03	248.23
Net Ordinary Income	14,080.39	-1,962.22	-3,134.21	-4,228.59	4,755.37	1,835.98	3,533.80	757.99
Net Income	14,080.39	-1,962.22	-3,134.21	-4,228.59	4,755.37	1,835.98	3,533.80	757.99

Village of Oreana
Profit & Loss by Class
January 2020

	14 - SS	15 - MFT	51 - Water	52 - Sewer	TOTAL
Ordinary Income/Expense					
Income					
3110 · Property Tax Levies	1,143.14	0.00	0.00	0.00	13,346.39
3400 · Video Gaming Tax	0.00	0.00	0.00	0.00	1,096.87
3410 · State Income Tax	0.00	0.00	0.00	0.00	8,007.44
3420 · Personal Property Replace. Tax	0.00	0.00	0.00	0.00	67.33
3430 · Motor Fuel Tax Allotments	0.00	3,840.97	0.00	0.00	3,840.97
3440 · Telecommunication Tax	0.00	0.00	0.00	0.00	192.99
3450 · Sales/Use Tax	0.00	0.00	0.00	0.00	4,993.36
3600 · Interest Income	1.79	42.21	87.47	0.00	188.23
3610 · Water/Sewer Revenues	0.00	0.00	16,493.98	18,581.94	35,075.92
3620 · Penalty Revenue	0.00	0.00	237.50	255.82	493.32
3700 · Miscellaneous Income	0.00	0.00	0.00	0.00	335.06
Total Income	1,144.93	3,883.18	16,818.95	18,837.76	67,637.88
Gross Profit	1,144.93	3,883.18	16,818.95	18,837.76	67,637.88
Expense					
4200 · Employees Salaries	0.00	0.00	2,632.74	0.00	10,220.15
4300 · Elected Salaries	0.00	0.00	0.00	0.00	1,140.00
4510 · IMRF - Employers Portion	0.00	0.00	21.73	0.00	368.95
4520 · SS - Employers Portion	640.28	0.00	69.98	0.00	869.09
4530 · Unemployment Insurance	0.00	0.00	4.79	0.00	63.72
5320 · Accounting Services	0.00	0.00	0.00	0.00	29.75
5325 · Engineering	0.00	0.00	3,398.56	0.00	3,700.34
5330 · Attorney/Legal Fees	0.00	0.00	0.00	0.00	645.00
5490 · Other Professional Services	0.00	0.00	2,839.13	0.00	2,839.13
5510 · Postage	0.00	0.00	183.06	0.00	183.06
5520 · Telephone/Cell Phone	0.00	0.00	0.00	0.00	845.11
5560 · Dispatching	0.00	0.00	0.00	0.00	98.33
5610 · Membership Dues & Subscriptions	0.00	0.00	0.00	0.00	560.41
5710 · Utilities	0.00	0.00	4,574.24	0.00	6,014.20
5780 · Sewer Discharge Fees	0.00	0.00	0.00	88,600.22	88,600.22
5930 · Rentals	0.00	0.00	0.00	0.00	192.49
6110 · Maintenance Supplies	0.00	0.00	0.00	0.00	0.00
6120 · Maint Service - Building	0.00	0.00	0.00	0.00	117.39
6122 · Maint Supplies - Equipment	0.00	0.00	0.00	0.00	557.14
6130 · Maint Service - Equipment	0.00	0.00	0.00	0.00	25.00
6510 · Office Supplies	0.00	0.00	0.00	0.00	160.46
6520 · Operating Supplies	0.00	0.00	0.00	0.00	1,027.40
6550 · Automotive Fuel/Oil	0.00	0.00	0.00	0.00	777.31
Total Expense	640.28	0.00	13,724.23	88,600.22	119,034.65
Net Ordinary Income	504.65	3,883.18	3,094.72	-69,762.46	-51,396.77
Net Income	504.65	3,883.18	3,094.72	-69,762.46	-51,396.77